

## 52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)

The offeror represents that

(a) ☐ it has developed and has on file, ☐ has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2), or

(b) ☐ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(End of provision)

## 52.222-38 COMPLIANCE WITH VETERANS' EMPLOYMENT REPORTING REQUIREMENTS (DEC 2001)

By submission of its offer, the offeror represents that, if it is subject to the reporting requirements of 38 U.S.C. 4212(d) (i.e., if it has any contract containing Federal Acquisition Regulation clause 52.222-37, Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans), it has submitted the most recent VETS-100 Report required by that clause.

(End of provision)

## 52.223-13 CERTIFICATION OF TOXIC CHEMICAL RELEASE REPORTING (AUG 2003)

(a) Executive Order 13148, of April 21, 2000, Greening the Government through Leadership in Environmental Management, requires submission of this certification as a prerequisite for contract award.

(b) By signing this offer, the offeror certifies that--

( ) As the owner or operator of facilities that will be used in the performance of this contract that are subject to the filing and reporting requirements described in section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11023) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13106), the offeror will file and continue to file for such facilities for the life of the contract the Toxic Chemical Release Inventory Form (Form R) as described in sections 313(a) and (g) of EPCRA and section 6607 of PPA; or

(2) None of its owned or operated facilities to be used in the performance of this contract is subject to the Form R filing and reporting requirements because each such facility is exempt for at least one of the following reasons: (Check each block that is applicable.)

☐ (i) The facility does not manufacture, process, or otherwise use any toxic chemicals listed in 40 CFR 372.65;

☐ (ii) The facility does not have 10 or more full-time employees as specified in section 313.(b)(1)(A) of EPCRA 42 U.S.C. 11023(b)(1)(A);

☐ (iii) The facility does not meet the reporting thresholds of toxic chemicals established under section 313(f) of EPCRA, 42 U.S.C. 11023(f) (including the alternate thresholds at 40 CFR 372.27, provided an appropriate certification form has been filed with EPA);

☐ (iv) The facility does not fall within the following Standard Industrial Classification (SIC) codes or their corresponding North American Industry Classification System sectors:

(A) Major group code 10 (except 1011, 1081, and 1094.

(B) Major group code 12 (except 1241).

(C) Major group codes 20 through 39.

(D) Industry code 4911, 4931, or 4939 (limited to facilities that combust coal and/or oil for the purpose of generating power for distribution in commerce).

(E) Industry code 4953 (limited to facilities regulated under the Resource Conservation and Recovery Act, Subtitle C (42 U.S.C. 6921, et seq.), 5169, 5171, or 7389 (limited to facilities primarily engaged in solvent recovery services on a contract or fee basis); or

☐ (v) The facility is not located in the United States or its outlying areas.

## 52.230-1 COST ACCOUNTING STANDARDS NOTICES AND CERTIFICATION (JUN 2000)

Note: This notice does not apply to small businesses or foreign governments. This notice is in three parts, identified by Roman numerals I through III.

Offerors shall examine each part and provide the requested information in order to determine Cost Accounting Standards (CAS) requirements applicable to any resultant contract.

If the offeror is an educational institution, Part II does not apply unless the contemplated contract will be subject to full or modified CAS coverage pursuant to 48 CFR 9903.201-2(c)(5) or 9903.201-2(c)(6), respectively.

### I. DISCLOSURE STATEMENT--COST ACCOUNTING PRACTICES AND CERTIFICATION

(a) Any contract in excess of \$500,000 resulting from this solicitation will be subject to the requirements of the Cost Accounting Standards Board (48 CFR Chapter 99), except for those contracts which are exempt as specified in 48 CFR 9903.201-1.

(b) Any offeror submitting a proposal which, if accepted, will result in a contract subject to the requirements of 48 CFR Chapter 99 must, as a condition of contracting, submit a Disclosure Statement as required by 48 CFR 9903.202. When required, the Disclosure Statement must be submitted as a part of the offeror's proposal under this solicitation unless the offeror has already submitted a Disclosure Statement disclosing the practices used in connection with the pricing of this proposal. If an applicable Disclosure Statement has already been submitted, the offeror may satisfy the requirement for submission by providing the information requested in paragraph (c) of Part I of this provision.

CAUTION: In the absence of specific regulations or agreement, a practice disclosed in a Disclosure Statement shall not, by virtue of such disclosure, be deemed to be a proper, approved, or agreed-to practice for pricing proposals or accumulating and reporting contract performance cost data.

(c) Check the appropriate box below:

☐ Certificate of Concurrent Submission of Disclosure Statement.

The offeror hereby certifies that, as a part of the offer, copies of the Disclosure Statement have been submitted as follows: (i) original and one copy to the cognizant Administrative Contracting Officer (ACO) or cognizant Federal agency official authorized to act in that capacity (Federal official), as applicable, and (ii) one copy to the cognizant Federal auditor.

(Disclosure must be on Form No. CASB DS-1 or CASB DS-2, as applicable. Forms may be obtained from the cognizant ACO or Federal official and/or from the loose-leaf version of the Federal Acquisition Regulation.)

Date of Disclosure Statement: \_\_\_\_\_ Name and Address of Cognizant ACO or Federal Official  
Where Filed: \_\_\_\_\_

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

(2) Certificate of Previously Submitted Disclosure Statement.

The offeror hereby certifies that the required Disclosure Statement was filed as follows:

Date of Disclosure Statement: \_\_\_\_\_ Name and Address of Cognizant ACO or Federal  
Official Where Filed: \_\_\_\_\_

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the applicable Disclosure Statement.

(3) Certificate of Monetary Exemption.

The offeror hereby certifies that the offeror, together with all divisions, subsidiaries, and affiliates under common control, did not receive net awards of negotiated prime contracts and subcontracts subject to CAS totaling more than \$50 million (of which at least one award exceeded \$1 million) in the cost accounting period immediately preceding the period in which this proposal was submitted. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

(4) Certificate of Interim Exemption.

The offeror hereby certifies that (i) the offeror first exceeded the monetary exemption for disclosure, as defined in (3) of this subsection, in the cost accounting period immediately preceding the period in which this offer was submitted and (ii) in accordance with 48 CFR 9903.202-1, the offeror is not yet required to submit a Disclosure Statement. The offeror further certifies that if an award resulting from this proposal has not been made within 90 days after the end of that period, the offeror will immediately submit a revised certificate to the Contracting Officer, in the form specified under subparagraph (c)(1) or (c)(2) of Part I of this provision, as appropriate, to verify submission of a completed Disclosure Statement.

**CAUTION:** Offerors currently required to disclose because they were awarded a CAS-covered prime contract or subcontract of \$50 million or more in the current cost accounting period may not claim this exemption (4). Further, the exemption applies only in connection with proposals submitted before expiration of the 90-day period following the cost accounting period in which the monetary exemption was exceeded.

## II. COST ACCOUNTING STANDARDS--ELIGIBILITY FOR MODIFIED CONTRACT COVERAGE

If the offeror is eligible to use the modified provisions of 48 CFR 9903.201-2(b) and elects to do so, the offeror shall indicate by checking the box below. Checking the box below shall mean that the resultant contract is subject to the Disclosure and Consistency of Cost Accounting Practices clause in lieu of the Cost Accounting Standards clause.

☐ The offeror hereby claims an exemption from the Cost Accounting Standards clause under the provisions of 48 CFR 9903.201-2(b) and certifies that the offeror is eligible for use of the Disclosure and Consistency of Cost Accounting Practices clause because during the cost accounting period immediately preceding the period in which this proposal was submitted, the offeror received less than \$50 million in awards of CAS-covered prime contracts and subcontracts. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

**CAUTION:** An offeror may not claim the above eligibility for modified contract coverage if this proposal is expected to result in the award of a CAS-covered contract of \$50 million or more or if, during its current cost accounting period, the offeror has been awarded a single CAS-covered prime contract or subcontract of \$25 million or more.

### III. ADDITIONAL COST ACCOUNTING STANDARDS APPLICABLE TO EXISTING CONTRACTS

The offeror shall indicate below whether award of the contemplated contract would, in accordance with subparagraph (a)(3) of the Cost Accounting Standards clause, require a change in established cost accounting practices affecting existing contracts and subcontracts.

( ) YES ( ) NO

(End of clause)

#### 252.209-7001 DISCLOSURE OF OWNERSHIP OR CONTROL BY THE GOVERNMENT OF A TERRORIST COUNTRY (MAR 1998)

(a) "Definitions."

As used in this provision --

(a) "Government of a terrorist country" includes the state and the government of a terrorist country, as well as any political subdivision, agency, or instrumentality thereof.

(2) "Terrorist country" means a country determined by the Secretary of State, under section 6(j)(1)(A) of the Export Administration Act of 1979 (50 U.S.C. App. 2405(j)(i)(A)), to be a country the government of which has repeatedly provided support for such acts of international terrorism. As of the date of this provision, terrorist countries include: Cuba, Iran, Iraq, Libya, North Korea, Sudan, and Syria.

(3) "Significant interest" means --

(i) Ownership of or beneficial interest in 5 percent or more of the firm's or subsidiary's securities. Beneficial interest includes holding 5 percent or more of any class of the firm's securities in "nominee shares," "street names," or some other method of holding securities that does not disclose the beneficial owner;

(ii) Holding a management position in the firm, such as a director or officer;

(iii) Ability to control or influence the election, appointment, or tenure of directors or officers in the firm;

(iv) Ownership of 10 percent or more of the assets of a firm such as equipment, buildings, real estate, or other tangible assets of the firm; or

(v) Holding 50 percent or more of the indebtedness of a firm.

(c) "Prohibition on award."

In accordance with 10 U.S.C. 2327, no contract may be awarded to a firm or a subsidiary of a firm if the government of a terrorist country has a significant interest in the firm or subsidiary or, in the case of a subsidiary, the firm that owns the subsidiary, unless a waiver is granted by the Secretary of Defense.

(c) "Disclosure."

If the government of a terrorist country has a significant interest in the Offeror or a subsidiary of the Offeror, the Offeror shall disclose such interest in an attachment to its offer. If the Offeror is a subsidiary, it shall also disclose any significant interest the government of a terrorist country has in any firm that owns or controls the subsidiary. The disclosure shall include --

(1) Identification of each government holding a significant interest; and

(2) A description of the significant interest held by each government.

(End of provision)

252.225-7020 TRADE AGREEMENTS CERTIFICATE (APR 2003)

(a) Definitions. Caribbean Basin country end product, designated country end product, NAFTA country end product, nondesignated country end product, qualifying country end product, and U.S. -made end product have the meanings given in the Trade Agreements clause of this solicitation.

(b) Evaluation. The Government--

(1) Will evaluate offers in accordance with the policies and procedures of Part 225 of the Defense Federal Acquisition Regulation Supplement; and

(2) Will consider only offers of end products that are U.S.-made, qualifying country, designated country, Caribbean Basin country, or NAFTA country end products, unless the Government determines that--

(i) There are no offers of such end products;

(ii) The offers of such end products are insufficient to fulfill the Government's requirements; or

(iii) A national interest exception to the Trade Agreements Act applies.

(c) Certification and identification of country of origin.

(1) For all line items subject to the Trade Agreements clause of this solicitation, the offeror certifies that each end product to be delivered under this contract, except those listed in paragraph (c)(2) of this provision, is a U.S.-made, qualifying country, designated country, Caribbean Basin country, or NAFTA country end product.

(2) The following supplies are other nondesignated country end products:

-----  
(Line Item Number)

-----  
(Country of Origin)

(End of provision)

252.227-7017

IDENTIFICATION AND ASSERTION OF USE, RELEASE, OR DISCLOSURE RESTRICTIONS (JUN 1995)

(a) The terms used in this provision are defined in following clause or clauses contained in this solicitation—

(1) If a successful offeror will be required to deliver technical data, the Rights in Technical Data--Noncommercial Items clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause.

(2) If a successful offeror will not be required to deliver technical data, the Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause.

(b) The identification and assertion requirements in this provision apply only to technical data, including computer software documentation, or computer software to be delivered with other than unlimited rights. For contracts to be awarded under the Small Business Innovative Research Program, the notification and identification requirements do not apply to technical data or computer software that will be generated under the resulting contract. Notification and identification is not required for restrictions based solely on copyright.

(c) Offers submitted in response to this solicitation shall identify, to the extent known at the time an offer is submitted to the Government, the technical data or computer software that the Offeror, its subcontractors or suppliers, or potential subcontractors or suppliers, assert should be furnished to the Government with restrictions on use, release, or disclosure.

(d) The Offeror's assertions, including the assertions of its subcontractors or suppliers or potential subcontractors or suppliers, shall be submitted as an attachment to its offer in the following format, dated and signed by an official authorized to contractually obligate the Offeror:

**Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software.**

The Offeror asserts for itself, or the persons identified below, that the Government's rights to use, release, or disclose the following technical data or computer software should be restricted:

Technical Data Computer Software to be Furnished With Restrictions*	Basis for Assertion**	Asserted Rights Category***	Name of Person Asserting Restrictions****
(LIST)*****	(LIST)	(LIST)	(LIST)

\*For technical data (other than computer software documentation) pertaining to items, components, or processes developed at private expense, identify both the deliverable technical data and each such item, component, or process. For computer software or computer software documentation identify the software or documentation.

\*\*Generally, development at private expense, either exclusively or partially, is the only basis for asserting restrictions. For technical data, other than computer software documentation, development refers to development of the item, component, or process to which the data pertain. The Government's rights in computer software documentation generally may not be restricted. For computer software, development refers to the software. Indicate whether development was accomplished exclusively or partially at private expense. If development was not accomplished at private expense, or for computer software documentation, enter the specific basis for asserting restrictions.

\*\*\*Enter asserted rights category (e.g., government purpose license rights from a prior contract, rights in SBIR data generated under another contract, limited, restricted, or government purpose rights under this or a prior contract, or specially negotiated licenses).

\*\*\*\*Corporation, individual, or other person, as appropriate.

\*\*\*\*\*Enter "none" when all data or software will be submitted without restrictions.

Date \_\_\_\_\_  
 Printed Name and Title \_\_\_\_\_  
 Signature \_\_\_\_\_

(End of identification and assertion)

(e) An offeror's failure to submit, complete, or sign the notification and identification required by paragraph (d) of this provision with its offer may render the offer ineligible for award.

(f) If the Offeror is awarded a contract, the assertions identified in paragraph (d) of this provision shall be listed in an attachment to that contract. Upon request by the Contracting Officer, the Offeror shall provide sufficient information to enable the Contracting Officer to evaluate any listed assertion.

(End of provision)

252.247-7022 REPRESENTATION OF EXTENT OF TRANSPORTATION BY SEA (AUG 1992)

(a) The Offeror shall indicate by checking the appropriate blank in paragraph (b) of this provision whether transportation of supplies by sea is anticipated under the resultant contract. The term supplies is defined in the Transportation of Supplies by Sea clause of this solicitation.

(b) Representation. The Offeror represents that it:

\_\_\_\_ (1) Does anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

\_\_\_\_ (2) Does not anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

(c) Any contract resulting from this solicitation will include the Transportation of Supplies by Sea clause. If the Offeror represents that it will not use ocean transportation, the resulting contract will also include the Defense FAR Supplement clause at 252.247-7024, Notification of Transportation of Supplies by Sea.

(End of provision)

5252.222-9501 IDENTIFICATION OF FIRST-TIER SUBCONTRACTORS FOR PRE-AWARD CLEARANCE PURPOSES (FEB 1995) (NAVAIR)

(a) In order to comply with the pre-award clearance requirement of FAR 22.805(a), the bidder/offeror will identify any first-tier subcontractors proposed and estimated at \$10,000,000 or more, including name, address, telephone number, place or places of performance, and the estimated amount of the subcontract (if known) in the space provided below:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(b) For the purpose of this clause, "subcontract" means any agreement or arrangement between a contractor and any person (in which the parties do not stand in the relationship of an employer and employee), (1) for furnishing of supplies or services or for use of real or personal property, including lease arrangements, that in whole or in part is necessary to the performance of any one or more Government contracts or (2) under which any portion of the contractor's obligation under any one or more Government contracts is performed, undertaken, or assumed. "Subcontractor" means any person who holds, or has held a subcontract subject to EO 11246. The term "first-tier subcontractor" means a subcontractor holding a subcontract with a prime contractor.



## SECTION L Instructions, Conditions and Notices to Offeror

### PROVISIONS INCORPORATED BY REFERENCE:

52.204-6	Data Universal Numbering System (DUNS) Number	OCT 2003
52.215-1	Instructions to Offerors--Competitive Acquisition	JAN 2004
52.215-16	Facilities Capital Cost of Money	JUN 2003
52.215-20	Requirements for Cost or Pricing Data or Information Other Than	OCT 1997
52.219-24	Small Disadvantaged Business Participation Program--Targets	OCT 2000
52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation	FEB 1999
52.222-46	Evaluation Of Compensation For Professional Employees	FEB 1993
52.237-1	Site Visit	APR 1984
252.217-7026	Identification of Sources of Supply	NOV 1995
252.225-7003	Report of Intended Performance Outside the United States	APR 2003
252.227-7017	Identification and Assertion of Use, Release, or Disclosure Restrictions	JUN 1995
252.227-7028	Technical Data or Computer Software Previously Delivered to the Government	JUN 1995
252.242-7006	Cost/Schedule Status Reports Plans	MAR 1997

### PROVISIONS INCORPORATED BY FULL TEXT

#### L.1 PROPOSAL INSTRUCTIONS

##### 52.216-1 -- Type of Contract.

##### Type of Contract (Apr 1984)

The Government contemplates award of a Firm Fixed Price Indefinite Delivery Requirements contract with cost-reimbursable elements.

(End of Provision)

#### I. GENERAL INSTRUCTIONS

The proposals must contain all the pertinent information in sufficient detail to permit evaluation of the proposed program. The content of each volume must be sufficient in detail and scope to provide the evaluators with a clear understanding of the offeror's approach, expertise, experience, and capability.

Throughout these instructions, "Principal Subcontractor" is defined as subcontractors who provide at least 10% of the proposed total price (including the offeror's profit/fee). Team Members are the entities that make up a joint venture or any other partnership or teaming arrangement that is formed for the purpose of responding to this solicitation. Team Members for the purposes of this solicitation are also entities of the offeror that perform a critical function in the performance of the resulting contract, whether it is technical or financial.

##### I. Content

All proposals must clearly and convincingly demonstrate that the offeror has a thorough understanding of the requirements and associated risks, is able, willing, and competent to devote the resources necessary to

meet the requirements and has valid and practical solutions for all requirements. Statements that the prospective offeror understands, can or will comply with the specifications, and statements paraphrasing the requirements or parts thereof are considered inadequate and unsatisfactory.

In presenting material in this proposal, offerors are advised that quality of information is more important than quantity. Clarity, brevity, and logical organization should be emphasized during proposal preparation. It is the responsibility of the offeror to present enough information to allow the various work efforts, support, and management approaches, as well as price, to be meaningfully evaluated without discussions. The offeror must include any data necessary to illustrate the adequacy of the various assumptions, approaches, and solutions to problems. The Government reserves the right to request additional information after receipt of the offeror's response to the RFP.

There is no need to repeat information in more than one volume if an overlap exists; the detailed information must be included in the most logical place and summarized and referenced in other areas.

Unnecessarily elaborate brochures or other presentations beyond that sufficient to present a complete and effective proposal are neither necessary nor desired.

## 2. PROPOSAL FORMAT

The written portions of the proposal must be prepared on standard 8 1/2" x 11" paper, single-spaced, with foldouts as required for drawings, illustrations, charts, etc. Two-sided printing is required. Type size must not be less than 12 characters per inch (CPI) or 10 point (pt). Reduction may be used only for tables and figures, but legibility must be maintained. When foldout pages are used, they must not exceed 11 x 17 inches and will be considered as 2 pages. Approximately, one-inch margins are preferred at the top, sides, and bottom, excluding page number of each page. Drawings may be prepared separately and may be any size but should be folded to approximately 8 1/2" x 11" standard size. Each Volume shall be provided separately in a 3-ring binder. The binders shall be of an appropriate thickness for the number of pages it contains (e.g., a 30-page book shall not be placed in a 2-inch binder).

The offeror shall provide two complete copies of the proposal to the PCO as an electronic file fully compatible with Microsoft Office Windows 2000, Office 97/2000 applications on individual CD-ROMs. If a discrepancy exists between the original paper copy of the proposal and the disk copy, the paper copy will take precedence.

Each volume must contain the following:

- Cover and Title Page - The cover and title page which indicates the following:
  - Title of proposal
  - RFP number
  - Proposal volume
  - Book number
  - Serial number/copy number
  - Offeror's name
- Catalog Card - Each volume must contain an 8 1/2" x 11" Catalog Card containing the information required for the cover and title page. The back of the card must be formatted with three columns entitled "Name," "Date Out," and "Date In." This card must be removable from the back of each book.
- Table of Contents - The table of contents must provide sufficient detail to enable easy location of important elements.

- The Cross Reference Matrix (CRM) provided on the following pages is provided as guidance to help assure that all requirements are addressed, easily accessible to the evaluators, and facilitate the offeror's completion of its CRM of its proposal. The offeror's CRM must provide a single integrated matrix for the entire proposal. The offeror's CRM should cross-reference its proposal volumes and paragraphs to specific RFP requirements, PWS, and CLINs as well as other parts of the proposal that contain relevant information. The CRM should be provided with every proposal volume and is not included in the suggested page count. The offeror's CRM may be identical to the one provided or revised, as the offeror deems necessary. For example, the offeror may want to add columns to indicate the page number on which the information may be found, identify where other relevant information in the proposal is located, or provide other comments.

## CROSS REFERENCE MATRIX (CRM)

Section L Para	Proposal Instructions Paragraph Title	Section M – Evaluation Factors	T-39 PWS Paragraph	CLIN	T-2 PWS Paragraph	CLIN
2.0	Volume 2 Technical	2.A				
2.1	Book 1 Support Approach	2.A.1	1.6		1.1, 2.1, 2.2.4, 5.11, 5.13, 6.0	
2.1.1	Quality/Safety Program	2.A.1				
2.1.1.1	Quality	2.A.1	1.6.15, 6.5	0001AB, 0004AB, 0005AC, 0005AD, 0005AE, 0005AF, 0011, 0014, 0015, 0016, 0017, 0018, 0019AC, 0020AC	1.5, 5.12	0001AA, 0001AB, 0004AA, 0004AB, 0005AA, 0005AB, 0006, 0007, 0008, 0019AA, 0019AB, 0019AD, 0020AA, 0020AB, 0020AD
2.1.1.2	Safety	2.A.1	1.6.10, 6.2, 6.3, 6.6.1	0001AB, 0004AB, 0005AC, 0005AD, 0005AE, 0005AF, 0011, 0014, 0015, 0016, 0017, 0018, 0019AC, 0020AC	5.7, 5.12	0001AA, 0001AB, 0004AA, 0004AB, 0005AA, 0005AB, 0006, 0007, 0008, 0019AA, 0019AB, 0019AD, 0020AA, 0020AB, 0020AD
2.1.2	Maintenance Functions	2.A.1	1.6.3, 1.6.8, 1.6.11, 1.6.13, 6.0,	0002AA, 0004AB, 0005AC, 0005AD,	1.4, 2.2.1, 2.2.2, 2.2.3, 2.2.9, 2.2.10, 2.2.11,	0002AA, 0002AB, 0003, 0004AA,

			6.4, 6.10, 6.11, 6.12, 6.13, 7.0	0005AE, 0005AF, 0014, 0015, 0016, 0017, 0018, 0019AC, 0020AC	2.2.12, 2.3, 2.4.1, 2.4.4, 2.4.7, 2.4.8, 2.5, 2.7.1, 7.0	0004AC, 0006, 0019AA, 0019AB, 0019AD, 0020AA, 0020AB, 0020AD
2.1.2.1	Maintenance Approach	2.A.1	1.7.3, 6.0.7.2.34	0001AB	1.4, 2.1, 2.2.4, 2.2.5, 2.2.6, 2.4.1, 2.4.2, 2.4.3, 2.4.5, 2.4.6, 3.0	0001AA, 0001AB
2.1.2.2	Specific Maintenance Program Requirements (Scheduled and Unscheduled)	2.A.1	6.0, 6.2, 6.4	0004AB, 005AC, 005AD, 0005AE, 0005AF, 0014, 0015	2.1, 2.1.1, 2.2.1, 2.2.2, 2.2.3, 2.2.6, 2.2.7, 2.2.8, 2.2.9, 2.2.11, 2.2.12, 2.4.2, 2.4.6, 2.4.7, 2.4.8, 2.5, 2.7.1, 3.2, 3.3, 3.4, 4.4, 4.4.1, 7.0	0004AA, 0004AC, 0019AA, 0019AB, 0019AD, 0020AA, 0020AB, 0020AD
2.1.2.3	Maintenance Control Process	2.A.1	6.4	--	2.1.1.1, 2.2.4, 2.2.5, 2.2.8, 2.2.9, 2.6	--
2.1.2.4	Conditional Maintenance Capability	2.A.1	1.7.4, 6.0, 6.10, 6.11	0005AC, 0005AD, 0005AE, 0005AF		0003, 0005AA, 0005AB
2.1.2.5	Procedures for Component Repair/Overhaul	2.A.1	1.6.11, 1.7.4, 1.7.5	0004AB, 0005AC, 0005AD, 0005AE, 0005AF, 0014, 0015, 0016, 0017, 0018	2.4.6	0005AA, 0005AB, 0006
2.1.2.6	Aircraft Condition Inspections	2.A.1	6.10	0011	N/A	--
2.1.2.7	Heavy Engine Maintenance		7.1, 7.2, 7.3, 7.4, 7.5, 7.6	0014, 0015, 0016, 0017, 0018	N/A	--
2.1.2.8	Data Management		6.2	0001AB, 0009, 0022	1.7, 2.1.1.1, 2.4.5, 2.4.6, 2.6, 4.1.9, 5.11	0001AA, 0001AB, 0009
2.1.3	Contractor Flight Operations	2.A.1	2.5, 6.7	0010	N/A	--
2.1.3.1	Pilot Training Program	2.A.1	6.7, 6.8	0010		--
2.1.3.2	Scheduling	2.A.1	1.1, 1.6	0001AB, 0002AB,	4.1.2, 4.1.3, 4.1.4, 4.1.5,	0001AA, 0001AB,

				0004AB, 0005AC, 0005AD, 0005AE, 0005AF, 0010, 0011, 0014, 0015, 0019AC, 0020AC	4.1.6, 4.1.7, 4.1.9, 4.1.10, 4.3.1	0002AA, 0002AC, 0003, 0004AA, 0004AC, 0005AA, 0005AB, 0019AA, 0019AB, 0019AD, 0020AA, 0020AB, 0020AD
2.1.4	Staffing/Manpower	2.A.1	1.6.6, 11.6.12, 1.6.14, 2.4, 6.2, 6.6, 6.9	0001AB	4.2.1, 4.2.2, 5.1, 5.1.1	0001AA, 0003
2.1.4.1	Staffing/Manpower Plan	2.A.1	--	0001AB		0001AA, 0001AB
2.1.4.2	Workload/Labor-Year Analysis	2.A.1	--	0001AB		0001AA, 0001AB, 0001AC
2.1.5	Material Management	2.A.1	1.6.7, 1.6.9, 6.2	0001AB, 0025AD, 0025AE, 0025AF, 0025AG, 0025AJ, 0025AI	5.3.1, 5.3.2, 5.4, 5.5, 5.6, 5.7, 5.8, 5.8.3, 5.9, 5.10, 7.0	0001AA, 0001AB, 0003, 0025AA, 0025AB, 0025AC
2.1.5.1	Parts Management System	2.A.1	6.2	0001AB	2.4.6, 5.8.3	0001AA, 0001AB, 0001AC
2.1.5.2	Property Control	2.A.1	6.2	0001AB	5.3.1, 5.3.2, 5.4, 5.5, 5.6, 5.10	0001AA, 0001AB
2.1.5.3	Material Handling and Transportation	2.A.1	1.6.7, 6.2	0001AB	5.2.1, 5.4, 5.10, 6.2	0001AA, 0001AB, 0003
2.1.5.4	Material Support Requirement Plan	2.A.1	--	--	5.5, 5.10	--
2.1.5.5	Inventory Reduction Plan	2.A.1	--	0025AD	N/A	--
2.1.6	Engineering Support Services	2.A.1	1.7	0022	1.6	--
2.1.6.1	Continuous Surveillance of Maintenance Processes	2.A.1	1.7.5, 6.2	0001AB		0001AA, 0001AB
2.1.6.2	Technical Information and Engineering Assistance	2.A.1	1.6.3, 1.7, 6.2.13, 6.2.35.7, 6.2.41	0001AB, 0022	1.6, 2.1.1.1, 2.4.6, 5.11	0001AA, 0001AB
2.1.6.3	Engineering Interface and Access to Data	2.A.1	1.6.2, 1.7	0001AB, 0022	1.6, 2.1.1.1, 5.11	0001AA, 0001AB
2.1.6.4	Engineering Investigations	2.A.1	1.7	0022	5.11	0001AA, 0001AB

2.1.7	Selected Facilities	2.A.1	2.2, 2.3, 6.2, 6.10	0001AB		0001AA, 0001AB
2.1.7.1	FAA Certification	2.A.1	1.6.12, 6.2.8, 6.10.4	0001AB, 0011, 0014, 0015, 0016, 0017, 0018	N/A	--
2.1.7.2	Facilities	2.A.1	1.6.1, 6.2.4, 6.2.8, 6.2.17, 6.10, 7.0	0001AC, 0004AC, 0011, 0014, 0015, 0016, 0017, 0018	5.2, 5.2.2, 5.2.3, 5.2.4	0001AA, 0001AB, 0004AA, 0004AC, 0005AA, 0005AB, 0006
2.1.7.3	Depot Capability	2.A.1	1.6.6, 6.10, 7.0	0011, 0014, 0015, 0016, 0017, 0018	N/A	--
2.2	Book 2 - Management	2.A.2				
2.2.1	Key Personnel	2.A.2	--	--	1.9, 5.1	--
2.2.2	Organizational Structure	2.A.2	1.6.14	--	1.9	--
2.2.3	Systemic Improvement	2.A.2	--	--		--
2.2.4	Management Approach/Capability	2.A.2	--	--		--
2.2.5	Phase-in (Transition) at each site	2.A.2	5.0	--	6.0, 6.1, 6.2, 6.3	--
2.2.6	Small Business Concern Subcontracting Strategy	2.A.2	--	--		--

### 3. GRAPHS

All graphs presented in the Technical proposal must contain a grid, which allows values to be read directly from the graph to the same accuracy that a 10 x 10 to the 1/2 inch grid provides. Graphic resolution must be consistent with the purpose of the data presented.

### 4. PRICE

No cost information, (i.e. Dollar Values and Indirect Rates) shall be included in any volume other than Price, Volume 5.

### 5. PROPOSAL VOLUMES

In addition to a completed and signed RFP, the proposal must consist of 6 volumes, with the distribution as specified below. The offeror must not provide more than the number of copies requested. Page counts are provided as recommendations. All exceptions, deviations, and waivers must be addressed in Volume 6.. If none exist, a one page Volume 6 may be placed in the same binder as the Volume 1, Executive Summary, with a statement to that effect.

Volume Number	Book Number	Volume/Book Title	Recommended Page Counts	Copies
1		Executive Summary	30	Original + 8
2		Technical	350	Original + 8
	1	Support Approach	250	Original + 8
	2	Management	100	Original + 8

3		Past Performance	As Required	Original + 4
4		Experience	As Required	Original + 4
5		Price	No Limit	Original + 4
6		Exceptions, Deviations, And Waivers	No Limit	Original + 3
Annex A		Quality Assurance Procedures Manual (Preliminary)	No Limit	Original + 6
Annex B		Safety Manual	No Limit	Original + 6
Annex C		Small Business Subcontracting Plan	No Limit	Original + 1

Note: Each Volume shall be provided in a separate 3-ring binder, except in the case of Volume 2. For Volume 2, each Book shall be provided in a separate 3-ring binder. Annexes do not count toward the suggested page count of any Volume.

#### 6. PROPOSAL PACKAGING

The offerors must package the proposals volumes in sets in cartons or equivalent packaging containers for distribution as directed in the table below. Each box should identify its contents by including a packing slip detailing each volume number and title, and copy number. Also, each box should be stamped or marked "For Official Use Only" and "Source Selection Information – See FAR-3.104," marked for the intended recipient as identified below and should only contain those proposals intended for that person. The "Master Set" of proposals (original proposals including, one set of CD-ROM disk(s), and a signed RFP, with all sections to be completed by offeror), set No. 1, will be marked for NAVAIR, AIR- 2.3.1.3, LCDR Tom Armstrong. Only the Master Set will have the offerors' complete proposal, including all volumes, on CD-ROM disk(s), a signed and completed Standard Form 33 (Solicitation, Offer, and Award), with all solicitation Sections A-K completed/provided. No other proposal set should have the proposal volumes CD-ROM disk(s). However, if a specific proposal volume paragraph asks information on CD-ROM then that CD-ROM information shall be provided with that paper proposal volume.

MARKING/DELIVERY TO			NUMBER OF COPIES							
SET NO.	MARKED FOR	DELIVER TO	VOLUME							
			1	2	3	4	5	6		
1	PCO AIR-2.3.1.3	NAVAIR	1	1	1	1	1	1		
2	SSEB CHAIR AIR-4.10E	NAVAIR	1	1	1	1	1	1		
3	TECH PMA – 273	NAVAIR	6	6	0	0	0	1		
4	PAST PERF. PMA – 273	NAVAIR	0	0	3	0	0	0		
5	EXPERIENCE PMA – 273	NAVAIR	0	0	0	3	0	0		
6	PRICE AIR 2.3.1.3	NAVAIR	1	1	0	0	3	1		
TOTAL			9	9	5	5	5	4		

#### 7. CLASSIFIED DATA

All proposals material must be UNCLASSIFIED.

8. PROPOSAL SUBMISSION

The submission date for all Volumes, except for Volume 3 Past Performance, shall be no later than the date and time specified on Standard Form 33 (Block 9). Note: Volume 3 – Past Performance information in paragraph 3.1.1 is required to be submitted three weeks prior to the submission date/time specified on Standard Form 33 (Block 9).

Proposals shall be submitted only as follows:

- a. Proposals shall be submitted via United States Postal Service or through a commercial carrier (Caution to offerors: see FAR 52.215-1 regarding late proposals; and due to heightened security requirements at NAVAIR, additional mailing time maybe required for proposal receipts) and must be addressed as follows:

Commander  
Naval Air Systems Command  
Code: AIR 2.3.1.3 (LCDR Tom Armstrong)  
Building 441, Unit 7  
21983 Bundy Road  
NAS Patuxent River, MD 20670-1127  
(301) 757-8960

- b. Hand-carried proposals must be delivered to:

NAVAIR  
Naval Air Systems Command  
Code: AIR 2.3.1.3 (LCDR Tom Armstrong)  
Building 441, Unit 7  
21983 Bundy Road  
NAS Patuxent River, MD 20670-1127

9. SOLICITATION WEBSITE

For any changes and additional information to the solicitation please go to website:

[http://www.navair.navy.mil/doing\\_business/open\\_solicitations/solicitation\\_view\\_action.cfm?Sol\\_No=N00019-03-R-3151](http://www.navair.navy.mil/doing_business/open_solicitations/solicitation_view_action.cfm?Sol_No=N00019-03-R-3151)

II. ON-SITE SURVEY OF PROSPECTIVE CONTRACTORS FACILITIES.

A survey team may visit an offeror's facilities to determine the offeror's ability to perform or to verify past performance information. Areas that may be investigated and evaluated include, but are not limited to those listed below:

- (i). Technical capability
- (ii). Maintenance/Logistics capability
- (iii). Purchasing
- (iv). Labor resources
- (v). Ability to meet schedule
- (vi). Quality Assurance
- (vii). Industrial and Aviation safety
- (viii). Environmental/energy considerations
- (ix). Potential impact from other programs



Offerors are advised that accomplishment of this survey is a part of the evaluation process and is not to be construed as an indication that an offeror will receive the resultant award.

### III. SPECIFIC PROPOSAL VOLUME CONTENT

The offeror shall present its proposal information in a manner that facilitates a one for one comparison between the information presented and this Proposal Instruction. Proposal information must be structured such that its paragraph number/letter is identical to the Proposal Instructions paragraph number to which it is responding, although the offeror may add lower tier sub paragraphs. The offeror must provide reasons it will not provide information for a particular paragraph. The proposal information instructions are structured by paragraph numbers whose first, second, third, and fourth parts will correspond to the volume, book, section, element, etc. in the offeror's proposal.

For the purposes of this solicitation, Requirement I pertains to the T-39 CLS program and Requirement II pertains to the T-2, AIMD, and H-3 programs.

#### I.0 VOLUME 1 - EXECUTIVE SUMMARY

1.1 Volume 1 must provide a summary of the offeror's entire proposal, excluding price. Each section should highlight the significant features of the proposal and include the salient points contained in the other volumes. This volume should be divided into the following sections:

1.1.1 Volume 1 must contain the following sections

- a. Technical
- b. Past Performance
- c. Experience
- d. Summary of Deviations/Exceptions

1.1.2 The offeror shall complete the table below. The offeror should include all principal subcontractors and team members who will be involved with the T-39/T-2 program and should list all sites where the work will be performed.

Contractor Name (indicate Prime, Team Member or Sub)	Place of Performance/CCR #, if applicable	Brief Work Description and/or Program Responsibility	% of Total Proposed Price

1.1.3 Volume 1 may contain a one page insert for Volume 6 in the event the proposal does not contain any exceptions, deviations, or waivers to the requirements stated in the RFP.

2.0 VOLUME 2 – TECHNICAL - This Volume consists of two books - 1) Support Approach and 2) Management. As previously stated, please provide each book in a separate 3-ring binder. In this volume, provide the information described below:

In this volume the offeror must provide information and data that will allow the Government to determine the extent to which the offeror's approach will meet solicitation performance requirements. "Approach" is defined as the method used to accomplish the effort, and relates to the systems, processes and procedures used to accomplish the work. "Capability" refers to the extent to which the offeror's resources (e.g. personnel, machines, facilities, equipment and tools) can accomplish the intended function. Throughout this volume, ensure the proposal addresses the following:

- Provide the information requested in this volume for each aircraft and each site, if they are different or if different only in limited areas, identify those differences. Also specify those aircraft/sites for which the information provided is the same.

- Ensure that each area described includes a description of the approach and demonstrates the extent to which the approach complies with the performance requirements. Also illustrate how the approach will be executed.

- Describe existing practices and capabilities, the manner in which they will be applied to this program, and changes or supplemental actions that will be required to meet solicitation performance requirements. Also identify any and all resources, capabilities, or personnel that are required to meet the performance requirement but do not currently exist.

- Provide a plan of action and milestones (POA&M) for each addition to or change from existing capabilities, resources, and practices. Also, provide POA&Ms to illustrate how the approach will be developed and implemented leading up to contract execution.

- Identify the CLIN, the Statement of Work (including Attachments), and Specification(s) paragraph number as they relate to the area being described.

- Highlight areas that do not comply with the solicitation and areas of notable strengths.

- Describe the inherent risk associated with each aspect of the approach described.

- Identify any and all functions or operations that will be performed by using subcontracted capabilities, or resources.

2.1 Book 1 - Support Approach - In this book, the Offeror shall describe the its technical approach to fulfill the tasking identified in the T-39 and T-2 Performance Work Statements. The description shall convey the Offeror's thorough understanding of the tasking required to meet contract objectives.

2.1.1 Quality/Safety Program:

2.1.1.1 Quality:

(a) Quality Assurance Program - The offeror shall describe its Quality Assurance Program and illustrate the extent to which it will ensure compliance with solicitation requirements and contract performance. Provide a brief overview of the information provided in the proposal and identify any major challenges and inherent risks that may be associated with the proposal.

(b) Quality Assurance System - Describe the proposed Quality Assurance System and demonstrate the degree to which it satisfies each element of ANSI/ASQC Q9002-1994, AMERICAN NATIONAL STANDARD QUALITY SYSTEMS - MODEL FOR QUALITY ASSURANCE IN PRODUCTION, INSTALLATION, AND SERVICING ISO 9001:2000, and the OPNAVINST 4790.2H. Demonstrate the effectiveness of the proposed system's capability/functions by providing historical data and analysis of that data. Analysis of data shall include, as a minimum, internal and external data over the past three years.

(c) Quality Cost Data - Describe the proposed system for maintaining and using quality cost data as a management element of the Quality Assurance Program. Identify the specific data to be maintained, demonstrate how it is to be used, explain the degree of accessibility that the Government will have to this data.

(d) Management Review - Identify defined review intervals. Describe the process for ensuring the distribution of concerns identified during the review process and action taken to Contractor corporate level management, the ACO and PMA-273.

(e) Critical Characteristics - Describe the process for identifying critical characteristics and the process for verifying critical characteristics.

(f) Customer Liaison Program - Describe the proposed Customer Liaison Program and include, as a minimum, the following elements:

- A. Aircraft acceptance/ferry crew debrief procedures.
- B. Post-maintenance check flight briefing procedures.
- C. Customer familiarization/indoctrination with rework specifications and the extent of depot level maintenance.
- D. Aircraft transfer/ferry flight crew briefing procedures.
- E. Customer satisfaction follow-up after the aircraft has returned to the user activity.

#### 2.1.1.2 Safety:

(a) Safety Program - The offeror shall describe its Safety Program and illustrate the extent to which it will ensure compliance with solicitation requirements and contract performance. Provide a brief overview of the information provided in the proposal and identify any major challenges and inherent risks that may be associated with the proposal. Provide copies of company safety policies/manuals/standards as applicable.

(b) Industrial Safety - Describe the approach toward occupational safety and health emphasizing the safety program management, accident prevention and reporting procedures, hazardous material handling and storage procedures, and compliance to all applicable regulations.

(c). Aviation Safety:

i). Ground Safety - Describe the approach to aviation ground safety and ground handling procedures including fueling/defueling, towing, parking, tiedown, hanging, jacking, and painting.

ii). Flight Operations Safety - Describe the aviation safety program as it relates to flight operations, aircraft mishap prevention and post-mishap procedures.

#### 2.1.2 Maintenance Functions - The offeror shall provide the following:

##### 2.1.2.1 Maintenance Approach:

(a). Process Description, Critical Processes, Controlled/Special Conditions - Demonstrate how the on-site maintenance required by the PWS will be accomplished given the offeror's approach. Illustrate the planned on-site maintenance process by means of a flow or block diagram. For each level of maintenance, identify critical maintenance processes and the proposed approach to control these processes. Where adequate technical documentation/instructions do not exist, describe how and when specific work instructions will be developed and implemented.

(i). Specify offeror's ability to meet the following for each requirement: Requirement I Sortie Completion Rate. Requirement II Sortie Completion Rate.

(b) Maintenance Support of Aircraft Flight Operations - Describe the overall approach and procedures at the operating sites to support routine and non-routine flight operations. Indicate how the maintenance organization/control will react to operation changes, weather disruptions, and fluctuating student input/output. Demonstrate capability to assure control and timely execution of:

- i) Normal site operations and/or Weekend, Holiday, Night and
- ii) Cross Country operations
- iii) Support off-site detachments
- iv) Support flight hour surge capability requirements
- v) Support crash damage and/or downed aircraft retrieval
- vi) Aircraft launch, recovery, servicing, ground handling, tie down and foul weather security.

(c). Configuration Management - Specify plans and procedures for configuration management to include implementing and tracking of commercial and Government Technical Directives and Engineering Change Proposals.

(d). Support Equipment (SE) – Describe the approach to supply and handling of Support Equipment, both Government furnished and contractor owned. Include required maintenance actions and replacement of SE.

2.1.2.2 Specific Maintenance Program Requirements (Scheduled and Unscheduled) - Describe plans, methods and procedures for accomplishment of specific on-site maintenance program requirements. Explain how these requirements will be integrated and executed via the maintenance organization and /or the on-site support center.

(a). Non-Destructive Inspection (NDI) Management - Demonstrate capability to perform NDI requirements of this program in accordance with FAA and OPNAVINST 4790.2H requirements. Also indicate plans to ensure continuous training and certification of employees for NDI.

(b). Interface with Government Site Personnel - Describe the plan for establishing and maintaining interface with Government site personnel for flight scheduling and resolution of site and aircraft discrepancies

2.1.2.3 Maintenance Control Processes - Provide flowcharts and procedures indicating how the maintenance control organization will function and control the maintenance process. Include:

(a). Description of systems used by the maintenance control organization for metrics used to qualify/indicate overall efficiency, quality, and performance.

(b). Policies and plans to control and limit the number of awaiting maintenance actions on the aircraft.

(c). Describe the process that will be used to ensure aircraft are safe for flight following maintenance.

2.1.2.4 Conditional Maintenance Capability - Describe what aircraft depot repair capability will and will not be provided at the operating sites. Describe the overall plan and capability to perform depot level airframe services such as crash damage and emergency repair, and avionics modifications.

2.1.2.5 Procedures for Component Repair/Overhaul - Describe the plan for accomplishing component repair/overhaul including identification of component repair/overhaul organization and key personnel. Discuss availability of repair technical data, inspection system, quality assurance procedures, test equipment, and procedures for developing and approving specific component repair procedures within the Contractor's organization.

2.1.2.6 Aircraft Condition Inspections (ACIs) (Applies to Requirement I only):

- (a). Plant Layout, Production flow chart, and Work Breakdown Structure - Submit a plant layout and production flow chart showing man-loading, flow-days, and parts and material required for accomplishment of the ACI work effort. This chart shall clearly depict the work breakdown structure for the ACI process in the detail necessary to understand the total effort that is being considered by the offeror. Include vendor/supplier related activities and clearly identify them as such.
- (b). Start-up/Learning - Identify the major challenges with regard to production start-up and "learning". Describe the approach to minimize start-up time, as well as the effects of learning on accomplishing the work effort.
- (c). Capacity - Describe maximum production capacity (including surge capability), in comparison to current/expected capacity for ACI's.
- (d). Impact of Other Programs - Assess the impact of work from other programs on the T-39 ACI effort. Specifically address production capacity, manpower, schedule as well as the impact to facilities.
- (e). Turn-Around-Time (TAT) -- Demonstrate the capability to meet TAT requirements of the RFP. Specifically address manpower, schedule, and material impacts.

#### 2.1.2.7 Heavy Engine Maintenance (Applies to Requirement I Only):

- (a). Plant Layout, Production Flow Chart, and Work Breakdown Structure - Submit a plant layout and production flow chart showing man-loading, flow-days, and parts and material required accomplishment of the OEM-required effort for both overhaul and HSI. This chart shall clearly depict the work breakdown structure for the process in the detail necessary to understand the total effort that is being considered by the offeror. Include vendor/supplier related activities and clearly identify them as such.
- (b). Risks - Identify the major risk areas or special challenges with regard to engine rework. List any areas that may impact rework schedule such as but not limited to: sub-vendor dependencies, parts availability, engineering support, or plant capabilities/limitations. Describe the approach to minimize those risk areas and ensure that the engine Turn-Around Time is achievable.
- (c). Capacity - Describe maximum production capacity (including surge capability), in comparison to expected capacity for engine inductions.
- (d). Impact of Other Programs - Assess the impact of work from other programs on the T-39 engine effort. Specifically address production capacity, manpower, schedule as well as the impact to facilities.

#### 2.1.2.8 Data Management:

- (a). System Description/Capability - Describe how maintenance data and aircraft (airframe/engine/component) logs and records will be generated, collected, updated and distributed both within and external to the Contractor's organization. Identify key personnel within the organization that will be assigned to handle these functions.

Describe how the data management system will integrate with day-to-day maintenance functions and the maintenance/quality control functions at all sites.

Describe how the data management system will integrate with the Navy NALCOMIS system for Requirement II.

(b). Management Information System (MIS) - Describe the MIS required by the PWS including a breakout of the information that will be tracked/available under the system. Specifically indicate how information will flow into and out of the system and describe the capabilities for external access to the system (including Government access) and the ability to generate reports. Address any procedures which will be used to ensure security and accuracy of the data.

### 2.1.3 Contractor Flight Operations (Applies to Requirement I only)

2.1.3.1 Pilot Training Program - Describe the pilot training program to the extent that it demonstrates the capability to provide sufficient fully qualified, current and proficient pilots to meet the requirements of the PWS. Explain the process for tracking pilot currency and qualifications. Provide copies of company training plans/manuals/standards as applicable.

2.1.3.2 Scheduling - Provide a plan that shows how pilots will be scheduled for ground training and flights with emphasis on the processes that will be used to maintain qualifications and meet the daily squadron training requirements. Include in the plan the process for scheduling non-training flights (FCFs, ferry flights, etc.) and cross-countries. Provide a plan for interfacing with the squadrons on a daily basis to meet aircraft and pilot scheduling requirements.

### 2.1.4 Staffing/Manpower

2.1.4.1 Staffing/Manpower Plan - Provide a plan for meeting staffing/manpower requirements. The plan should address situations such as when the maximum number of daily flights may be scheduled for an extended period due to flights being canceled because of weather, increased student throughput, or other reasons. Describe the duties, responsibilities, and authority within each job classification for on-site maintenance organization. Provide certification, labor mix, and skill level distribution logic. Describe how less skilled and non-licensed personnel will be integrated into the maintenance process, and how their efforts will be overseen and supervised. Submit narrative descriptions of the composition and responsibilities of on-site divisions, departments, etc., for each operating site. Provide an explanation of how productive and non-productive hours are derived, provide documentation of any proposed apprentice programs, and provide rationale and identification of any part-time employees. Fully identify all indirect labor classifications, titles and responsibilities and how they will be integrated at these sites.

2.1.4.2 Workload/Labor-Year Analysis - Provide a workload/labor-year analysis to support the proposed staffing levels for each work center at each site. Provide a narrative explanation of how the manning levels were determined for each of the major on-site CLINs as a percentage of the total on-site manning.

### 2.1.5 Material Management

2.1.5.1 Parts Management System - Demonstrate a system for controlling and maintaining visibility of materials. For Requirement I, include on-site, engine and ACI. Provide in detail the ability to acquire, control, and maintain a parts management system and its ability to satisfy the requirements of the PWS, including incorporation into the Management Information System. Describe system for controlling and reporting cannibalization. Provide a plan to control GFP, addressing all categories of control stated in FAR 45.5 for Requirement I and OPNAVINST 4790.2H for Requirement II. Provide a precise description of authority and responsibility of property manager and a system for correction of problems encountered. Describe procedures for tracking repair cycle induction, warranties, and material accounting procedures. Provide procedures for insuring all parts and material for use on requirement 1 are FAA certified.

2.1.5.2 Property Control - Provide a plan, including subcontracting efforts, for the control of property. Address all categories of control required in the PWS, including material scrap plan. Provide precise description of authority and responsibility of property managers and a system for the correction of problems encountered. Describe storage areas at off-site facilities.

2.1.5.3 Material Handling and Transportation - Provide a plan for receiving, shipping and transportation facilities. Include process for preventing and documenting damage, deterioration, loss or pilferage. Identify methods for handling of priority material and overseas shipment (including customs clearances).

2.1.5.4 Material Support Requirement Plan - Identify essential tooling and equipment and plans to provide same. Provide a plan that describes procedures and methodology to be used to assure supply support will be accomplished to support the requirements of the PWS. Describe procedures for tracking repair cycle induction, warranties, and material accounting procedures.

2.1.5.5 Inventory Drawdown Plan (Requirement I only) – The Government's goal is to reduce the material inventory to the smallest level possible by the end of this contract. The Contractor shall submit an Inventory Drawdown Plan describing in detail the methodology proposed to reduce material inventory in conjunction with the decrease in aircraft, in order to meet this goal. The Plan shall also address measures to assure supply support during reduction intervals.

2.1.6 Engineering Support Services: (Requirement I only) - The offeror shall provide the following:

2.1.6.1 Continuous Surveillance of Maintenance Processes - Describe policies and procedures for performing continuous surveillance of maintenance processes which will identify, clarify, interpret and develop solutions and recommend changes for the following: Maintenance and engineering problems; maintenance instructions; process improvements; deficiency reporting; and special studies.

2.1.6.2 Technical Information and Engineering Assistance - Describe procedures for providing technical information and engineering assistance to field and depot maintenance activities. Also discuss methods for the design and implementation of procedures for developing and certifying major and nonstandard repairs or modifications on aircraft structure and components.

2.1.6.3 Engineering Interface and Access to Data - Indicate methods of obtaining interface with the aircraft, and engine OEMs as well as Navy engineering offices and other contractors. Identify the type and source(s) of engineering data that will be used in the performance of this contract and discuss access to OEM data, drawings, special tools, jigs, and fixtures which might be required. Include copies of any written agreements for this access.

2.1.6.4 Engineering Investigations (EI) - Describe procedures for performing Engineering Investigations to include reporting and coordinating responsibilities and requirements, control and handling of components and/or material under investigation, and interrelationship and functions of participating Government activities.

2.1.7 Selected Facilities – (Requirement I only)

2.1.7.1 FAA Certification - Provide a copy of current FAA Type/Model/Series repair certification(s) or current plan to obtain certification prior to transition phase-in. Include plans to ensure certification currency.

2.1.7.2 Facilities - Provide detail of rework facilities, including backshops, paint booth, test cell, etc.

2.1.7.3 Depot Capability - Describe capability of depot facility to meet the requirements of the PWS. Address the airfield, ramp, runway, and hangar for aircraft depot facility. Submit a scale drawing of the hangar depicting aircraft positioned in the hangar for aircraft depot facility. List any restrictions that could prevent the performance of the requirements of the PWS and/or ACI specification.

## 2.2 Book 2 - Management -

### 2.2.1 Key Personnel:

(a). General Qualifications/Certifications - Provide resumes of supervisory, management, engineering personnel who will perform the requirements of the PWS.

(b). Training/Certification Programs:

(1). Provide a plan for training and maintaining proficiency of personnel who will perform the requirements of the PWS. Identify qualifications of instructors or schools which will provide training.

(2). Provide a certification plan for personnel whose jobs require formal certification or licensing.

#### 2.2.2 Organizational Structure

(a) Internal:

(i). Provide an organizational chart that shows the proposed position of this program within the structure of the corporate organization and in relation to other programs. The chart should include names of individuals filling key positions and the number of individuals to be assigned in various departments such as, but not limited to, supply, procurement, contract administration, production control, quality, safety and technical support.

(ii). Discuss the program manager's ability to commit company resources.

(b). External - Sub-contractor and/or teaming relationships:

(i). Describe the extent and types of work to be subcontracted.

(ii). Identify subcontracting sources, qualifications and facilities. Describe all teaming arrangements to demonstrate sufficient measures are in place to ensure adequate relationships/resources to perform all necessary work.

2.2.3 Systemic Improvement - Describe the approach toward continuous systemic improvements through specific processes that are designed into the overall management approach.

2.2.4 Management Approach/Capability - Describe the offeror's management approach and capability for meeting the requirements of the PWS.

#### 2.2.5 Phase-in and out (Transition) at each site

(a). Provide a time-phase chart depicting the chronological sequence of events to be accomplished starting at contract award through the phase-in period. Provide on-site manning profiles for the phase-in period.

(b). Provide a plan to report transition status, by site, to the Government.

(c). Provide a plan for phase-out/drawdown for each site, to include data transition to the Government.

2.2.6 Small Business Concern Subcontracting Strategy - Large Businesses shall address their strategy for utilizing Small/Small Disadvantaged Businesses Concerns in the performance of this contract. In describing its strategy, the offeror shall describe its approach of identifying small/small disadvantaged business concerns, the extent of participation of small/small disadvantaged businesses on this contract, the extent of commitment to use such small/small disadvantaged businesses, the complexity and variety of the work small/small disadvantaged businesses are to perform, past experience in meeting proposed goals, what processes have been implemented to correct inabilities to meet proposed goals. Offerors shall also demonstrate that the strategy is consistent with its Small Business Subcontracting Plan, if applicable, and any Small Disadvantaged Business targets that may be proposed. All offerors proposing Small Disadvantaged Business targets (in accordance with FAR 52.219-24) shall provide the



information requested by FAR 52.219-24 in the offeror's response to this paragraph. In addition, large businesses shall provide Small Business Subcontracting Plan as Annex C.

### 3.0 VOLUME 3 - PAST PERFORMANCE

In this Volume, identify contracts containing efforts similar to those efforts required by this solicitation for the offeror, the offeror's principal subcontractors and team members. These contracts must be contracts whose performance is within five years of this proposal submission. Provide a maximum of five contracts for the Prime, five for each Team Member, and two contracts for each principal subcontractor. The offeror shall identify recent relevant programs that provide evidence of its organization's (including the offeror's principal subcontractors and team members) ability to provide the effort required for this program on similar programs. Information provided should be related to similar programs in the same division, or price centers in which the offeror proposes to perform this effort, and as much as possible, correspond to the descriptions of the offeror's experience provided in Volume 4, Experience.

For each contract identified, provide contract data, relevancy, past performance and systemic improvement information as described below. As this information is presented in the proposal, demonstrate the relevancy of the offeror's and (if applicable) the offeror's principal subcontractors' or team members' past performance and systemic improvement with respect to the solicitation requirements. For each past performance problem identified, describe the status of the systemic improvement efforts and, where applicable, demonstrate the impact that the systemic improvement effort had on resolving the problem such that it would not reoccur. Commercial contracts may be included.

Offerors are required to provide, three weeks prior to the proposal due date, the information (Proposal Set No. 3) in paragraph 3.1 to the NAVAIR address identified in paragraph 8 of the General Instructions. (Note: The entire Past Performance Volume must be provided with the rest of the Proposal at the proposal due date. At that time, please identify any changes from information provided in advance.) Also, upon submitting this information to the Government, the offeror and its principal subcontractors/team members shall forward a copy of the Past Performance Questionnaire, RFP Attachment (10), to the customer's Procuring Contracting Officer (PCO), Administrative Contracting Officer and Program Manager that are identified in paragraph 3.1.1 below. Include with the questionnaire, instructions for the customers to send a completed and signed questionnaire to the NAVAIR address which is identified in paragraph 8 under General Instructions or Faxed to NAVAIR at (301) 757-9046 within one week from receipt of the questionnaire. The offeror shall NOT initiate any follow-up actions with regard to this questionnaire. The Government will ensure that the customers have received the questionnaires and will respond to the questionnaires. The Government will send any other questionnaires as necessary.

For those subcontractors and Team Members that are willing to do so, provide agreements that will allow the Government to coordinate their past performance issue(s) with the prime offeror. For those subcontractors that will not provide such agreement, provide a point of contact (name, address and phone number) with whom the Government may coordinate these issues and obtain any responses as needed.

3.1 Past Performance Proposal Information and Format: Provide the information as requested in paragraph 3.1.1 and then create a separate section for each of those past contracts under which information requested in paragraph 3.1.2 is provided as it pertains to that contract. The contracts should be provided in order of relevancy from the most relevant to least relevant. Relevance should consider work being performed, product/technology involved and relevancy when the work was performed.

3.1.1 Relevant Contract Data: Provide all the information identified below separately for each contract. Additionally, provide this information electronically on CD-ROM(s) in a Word Table similar to format depicted below:

Relevant Contract Data					
Prime (P), Team Member (T), or Subs (S) for this Solicitation.	K1	K2	K3	K4	K5
1. Contractor's Name/CAGE Code/ DUNs # and Place of Performance					
2. Title of contract and award date					
3. Procuring agency. Name and address of Contracting Activity					
4. Description of product or service					
5. Contract number/type, e.g. FFP					
6. Period of performance					
7. Total Contract Dollar Value; at contract award and final					
8. Acquisition Phase(s) of Contract, e.g. CAD, SI, SDD, LRIP, Production					
9. CPARs (yes/no) – CPAR completion date – on DOD PPAIS (yes/no) (Indicate whether or not any CPARS have been completed and identify the last CPAR completion date and if it is currently on DoD PPAIS)					
10. Prime Or Subcontractor for past contract					
11. Customer's Procuring Contracting Officer (PCO) name, address, phone number, Fax number, and e-mail address, if possible.					
12. Customer's Administrative Contracting Officer name, address, phone number, Fax number, and e-mail address, if possible.					
13. Customer's Government Program Manager name, address, phone number, Fax number, and e-mail address, if possible					
14. Customer's COR(s) and/or Technical POC(s) name, address, phone number, Fax number, and e-mail address, if possible					
15. Relevancy – Concise assessment of the degree of relevancy the past performance for that contract has to the solicitation, identifying tasks and/or aspects of the effort undertaken on the contract that are relevant to the T-39/T-2 Program. Indicate any awards or incentives received for contract performance.					

3.1.2 Past Performance: For each contract, provide contract data, relevancy, past performance, equitable adjustments other than those allowed under the contract (i.e. wage determination) and demonstrated systemic improvement information as described below.

As part of the evaluation of the offeror's Past Performance record, the Government may independently collect Past Performance information from other sources. On those contracts where the offeror is aware of problems, the offeror should describe those problems in section 3.1.2.2 and in the case where the problems are or have been corrected, discuss in section 3.1.2.3, the demonstrated systemic improvement.

3.1.2.1 Relevancy: Offerors are required to explain what aspects of the contract are deemed relevant to the proposed program, and to what aspects of the proposed effort they relate. If applicable, explain why contracts referenced in Volume 4, Experience, were eliminated from consideration for this proposal volume. At a minimum, identify key or critical tasks and indicate relevancy of contract to these tasks.

3.1.2.2 Past Performance Information: For each contract identified in response to paragraph 3.1.1, provide a brief description on 1) the quality of the offeror's technical performance, 2) schedule performance, 3) program management, e.g., cooperation with customer, subcontract management, including compliance with small and small disadvantaged businesses targets, etc.

3.1.2.3 Demonstrated Systemic Improvement: Identify those systemic improvement actions taken to resolve past problems, identified in 3.1.2.2, and demonstrate the extent to which it will benefit the program. Describe the techniques, elements, and tools used to correct problems on the contract and, if applicable, how these techniques, elements, and tools will be used during the execution of this contract.

#### 4.0 VOLUME 4 - EXPERIENCE

In this volume, provide information that describes the offeror's, principal subcontractors', and the Team Members' experience on aircraft Contractor Logistics Support (CLS) contracts within 5 years from the date of this solicitation. Provide examples of performance experience related to: 1) performing supply and depot support for T-39, T-2 and UH-3H or similar type aircraft; 2) Flight operations support of flight operations to include resolution of down aircraft scenarios; 3) managing subcontractors; and 4) coordinating with Government program and contracting teams. Identify the period of time and the related contracts. For each example, provide the contract number and title of the program, as well as the dates under which the experience was gained. Also provide information that demonstrates the relevancy that the experience has to the solicitation requirements and the offeror's approach. The description of relevancy should include, where applicable, the following:

1. Description of the extent to which the offeror and the offeror's subcontractors/team members have worked with Government program and contracting teams.
2. Description of the extent to which the offeror's management team has previously worked together to deliver services. Where possible, include examples of programs that have been managed by the same program management team and/or program manager proposed for this program. This information need not be provided for principal contractors.
3. Description of the extent to which the offeror and the offeror's subcontractors/team members have performed supply and depot support of a T-39, T-2 and UH-3H or similar type of aircraft.

#### 5.0 VOLUME 5 – PRICE

All price and price supporting information shall be contained in Section B, and the price volume. In addition, Section B prices shall be provided separately on the MS excel compatible spreadsheet provided as Section J Attachment 20. Identify all proposed quantities and define the unit price that will be used. No price or pricing information shall be included in any other volume including cover letters. The information required in these price instructions applies to both the offeror and all principal subcontractors. Offerors are responsible for submitting sufficient information to enable the Government personnel to fully evaluate their price proposal as stated in Evaluation Criteria, Section M. Refer to specific parts in the Technical Volume as needed to illustrate the consistency between the Price Volume and the Technical Volume. Pricing information provided shall be in current year dollars. The source of the proposed escalation shall be identified along with the publication date and indices, if applicable. The rationale for the indices used and the method of rate application shall be explained. The CLS Services portion will be proposed in compliance with the 2004 hourly rate set forth in the Department of Labor Wage Determination, and shall not be escalated. Any numerical data shall be submitted in a MS Excel-compatible format on CD-ROM. The offeror's proposal is presumed to represent the offeror's best efforts to respond to the

solicitation. Any inconsistency between promised performance and price should be explained in the price proposal. For example, if the intended use of new and innovative production techniques is the basis for an abnormally low price, the nature of these techniques and their impact should be explained. The burden of proof for price credibility rests with the offeror.

**5.1 Assumptions.** An explanation of all ground rules and assumptions that affect the price shall be provided. Topics to be addressed may include, but are not limited to, investments, price-sharing arrangements, and programmatic variables (e.g., inflation/escalation, location, make/buy decisions, prime/subcontractor relationships, and business base concerns). Label clearly all tables and charts. All calculations shall obey standard mathematical principles - numbers shall be correctly added, subtracted, etc. As this is a competitive acquisition with adequate price competition anticipated, the price documentation requested is not considered cost or pricing data and shall not be certified in accordance with FAR 15.406-2. Should adequate price competition not exist after receipt of proposals, the PCO reserves the right to obtain cost or pricing data pursuant to FAR Part 15. By submitting a proposal, the offeror grants the PCO, or an authorized representative, the right to examine records that form the basis of the pricing proposal. This examination and review can take place at any time before award.

**5.2 Contract Price** - The offeror's price volume shall specifically identify the proposed prices for each contract line item number (CLIN) as specified in Section B of this solicitation. The offeror shall identify the proposed price and the adjustments resulting in the proposed price. The offeror shall provide a fully-burdened rate (i.e., "wrap-rate") for each CLIN that requires a labor rate. The offeror shall sum up the proposed Total Prices by contract year, and provide a total overall price of the proposal, and submit a complete Section B. The cost of general purpose items required to conduct normal business operations will not be considered allowable Other Direct Charges in the performance of this contract. The following types of general purpose costs required to conduct normal business operations are not directly reimbursable: the cost and associated costs for telephones and telephone charges (except for project-related telephone charges for performance of this contract which, per contractor's DCAA-approved accounting system, may be directly reimbursed under communication expenses), modems, typewriters, reproduction machines, word processing equipment, personal computers, computer software, Internet access charges, facsimile machines, commercial carrier charges, pagers, and other general purpose office equipment and office supplies. Any material that has been reimbursed by the Government will become Government property and disposition instructions must be sought from the Procuring Contracting Officer (PCO) at the completion of the contract.

**5.3 Direct/Indirect Rates.** The offeror shall use and submit Forward Pricing Rate Agreements (FPRAs), Collective Bargaining Agreements (CBAs), and Area Wage Determinations (AWDs) if applicable, in the Price Volume. The offeror shall identify whether the labor rates proposed are FPRAs, CBAs, AWDs, ACO/DCAA recommended rates, or offeror proposed rates. A schedule shall be provided which contains the proposed burden rates by year for material, direct labor overhead, General and Administrative expense, and any other applicable burden applied to direct cost elements. The offeror shall propose in compliance with the 2004 hourly rate set forth in the Department of Labor Wage Determination, and shall not be escalated in the option years for an SCA adjustment.

**5.4 Fixed Price CLINS** - For evaluation purposes only, the Total Firm Fixed Price for these CLINs is defined as the sum of the offeror's proposed total prices for the Contract Base Year and all Option Years. The Total Price for each CLIN is equal to the offeror's proposed unit price multiplied by the Section B Estimated Quantity for that CLIN. The offeror's proposed unit price should include all of the offeror's applicable indirect/overhead charges, burdens and/or profit as allowable per the offeror's DCAA approved accounting system.

**5.5 Cost Reimbursement CLINs.** The Government estimated amount is provided in Section B.

## 6.0 VOLUME 6 – EXCEPTIONS, DEVIATIONS AND WAIVERS

This volume must contain a certification that it contains all exceptions, deviations, and waivers that the Offeror takes to provisions of the RFP and its applicable documents. An exception is where an Offeror states it will not comply with a requirement, usually involving contract terms and conditions. A deviation is where an Offeror states it will not comply with a requirement, but proposes an alternative to meet the intent of the requirement, usually involving a specification. A waiver is where an offeror requests authorization for the Government to accept an item that will depart from the specified requirements, but would nevertheless be considered suitable. Exceptions and deviations may cause proposals to be considered unacceptable. An assumption or condition shall not be considered an exception or deviation as defined herein.

Provide a detailed description of each exception, deviation, or request for waiver. Indicate offeror's difficulty with the applicable requirement and the proposed solution. Specifically identify the portion of the RFP and the proposal that are affected.

## EVALUATION RATINGS AND RISK ASSESSMENT DEFINITIONS

### EVALUATION RATINGS DEFINITIONS

The ratings reflect the Government's assessment of solicitation compliance and the expected results, based on the offeror's proposed approach. The ratings are for the purpose of evaluation only and are not an indication of contract awardability.

Rating		Definition
Outstanding	O	Proposal significantly exceeds requirements in a way that benefits the Government or meets requirements and contains at least one exceptional enhancing feature that benefits the Government. Any weakness is minor.
Highly Satisfactory	HS	Proposal exceeds requirements in a way that benefits the Government or meets requirements and contains enhancing features that benefit the Government. Any weakness is minor.
Satisfactory	S	Proposal meets requirements. Any weaknesses are minor and will have little or no impact on contract performance.
Marginal	M	Proposal contains weaknesses or minor deficiencies that could have some impact if accepted.
Unsatisfactory	U	Proposal does not comply substantially with requirements.

### RISK ASSESSMENT DEFINITIONS

#### PROPOSAL RISK

Risk		Definition
Low	L	Has little or no potential to cause disruption of schedule, increase in cost, or degradation of performance. Normal contractor effort will probably be able

		to overcome difficulties.
Medium	M	Can potentially cause some disruption of schedule, increase in cost, or degradation of performance. However, special contractor emphasis will probably be able to overcome difficulties.
High	H	Likely to cause significant serious disruption of schedule, increase in cost, or degradation of performance even with special contractor emphasis.

PERFORMANCE RISK (for Past Performance and Experience)

Risk		Definition
Very Low	VL	Based on the offeror's experience or past performance, essentially no doubt exists that the offeror will successfully perform the required effort.
Low	L	Based on the offeror's experience or past performance, little doubt exists that the offeror will successfully perform the required effort.
Moderate	M	Based on the offeror's experience or past performance, some doubt exists that the offeror will successfully perform the required effort.
High	H	Based on the offeror's experience or past performance, substantial doubt exists that the offeror will successfully perform the required effort.
Very High	VH	Based on the offeror's experience or past performance, extreme doubt exists that the offeror will successfully perform the required effort.
Unknown	UNK	No performance record identifiable. This applies only to Past Performance

## SECTION M Evaluation Factors for Award

### PROVISIONS INCORPORATED BY REFERENCE:

52.217-5 Evaluation Of Options

JUL 1990

#### I. GENERAL

(a) One Offeror will be selected on the basis of its proposal being the best value to the Government, all factors considered. Prospective Offerors are advised that a proposal meeting the solicitation requirements with the lowest cost may not be selected if award to a higher price Offeror is determined to be more advantageous to the Government.

(1) The Government intends to evaluate proposals and award the contract without discussions with the Offerors. Therefore, each initial offer should contain the Offeror's best terms from a technical and cost standpoint. However, the Government reserves the right to conduct discussions and request proposal revisions if it is determined to be in the Government's best interest. If a competitive range is established, the Government may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

(2) The Government may use information other than that provided by the Offeror in its evaluation, including past performance information and the results of site surveys.

(3) All proposals will be evaluated for compliance with the terms, conditions, and requirements set forth by the solicitation. Proposals will be evaluated using the factors listed below. The Technical, Past Performance and Experience factors are of equal importance. Price is less important than any of the other factors and significantly less important than the combination of the non-price factors.

- A. Technical
- B. Past Performance
- C. Experience
- D. Price

(4) The proposal must demonstrate to the Government's satisfaction that the Offeror will provide a program that will ensure the successful accomplishment of the solicitation requirements and overall program objectives.

(5) Proposal information provided for one factor may be used to assess other factors if the Government considers it appropriate. In addition, the offeror's technical proposal will be reviewed to determine if it is consistent with the price proposal and reflects a clear understanding of the scope of work necessary to meet the solicitation requirements.

(6) For the Technical factor, a proposal rating and proposal risk will be assigned. The proposal rating will depict how well the proposal will meet the solicitation requirements. The proposal risk will address potential impacts of the proposed approach on performance, schedule, and cost in achieving solicitation requirements and program objectives. For Past Performance and Experience only, a separate performance risk will be assigned. This risk will address the probability of the Offeror successfully accomplishing the requested effort based on the Offeror's (including subcontractors' and/or team members') relevant past performance and systemic improvement, or demonstrated experience. Under Past Performance, the Government will evaluate how well an Offeror has performed similar work. Under Experience, the Government will evaluate whether, and to what extent, an Offeror has performed similar work.

(7) In the case of an Offeror without a record of relevant past performance or for whom information on past performance is not available, the Offeror will receive a rating of “Unknown” which is considered a “Neutral” rating. The rating of “Unknown” or “Neutral” does not apply to the Experience Factor.

(8) Offerors are advised that during the evaluation process, subfactors that receive “Marginal” or “Unsatisfactory” ratings or a “High” risk assessment may have a disproportionate impact on the overall factor rating/risk. A deficiency resulting in an “Unsatisfactory” proposal rating for any subfactor may result in the factor also being rated “Unsatisfactory” and the entire proposal being found unacceptable and eliminated from the competition. A risk assessment of “High” in any subfactor may also result in the entire proposal being found unacceptable and eliminated from the competition.

## 2. SPECIFIC

The following criteria will be used to evaluate both Requirement I and Requirement II. Requirement I pertains to the T-39 CLS program only and Requirement II pertains to the T-2, AIMD and H-3 programs.

### A. Technical – The following subfactors are of equal importance.

- 1. Support Approach – The proposal will be evaluated to determine the extent to which the proposed support approach will meet the requirements of the solicitation. The overall approach and the offeror's ability to meet the solicitation requirements will be assessed. Emphasis will be placed on the offeror's quality/safety program, maintenance functions, contractor flight operations (Requirement I only), staffing/manpower, material management, engineering support services (Requirement I only), and selected facilities (Requirement I only).
- 2. Management – The Offeror's management approach will be assessed to determine the extent to which it can perform the work required by the solicitation. The evaluation will include an assessment of the Offeror's key personnel, organization structure, systemic improvement, management approach/capability, and phase-in (transition). For large businesses, the offeror's Small Business subcontracting strategy for utilizing Small Business concerns and its consistency with the Small Business Subcontracting Plan will be evaluated. Additionally, any proposed Small and Small Disadvantaged Business targets will be evaluated.

B. Past Performance - The Government will evaluate the Offeror's and (if applicable) its principal subcontractors' and critical team members' demonstrated past performance in delivering quality services and in meeting technical, cost/price, and schedule requirements on similar programs and in minimizing life cycle costs. The currency and relevance of the information, source of the information, context of the data, and general trends in contractor's performance shall be considered. Problems not addressed by the Offeror will be considered to still exist. However, consideration for discounting problems may be given when those problems are addressed through demonstrated systemic improvement. The degree to which the Offeror can demonstrate that it has successfully applied continuous systemic improvement to resolve past performance problems will be evaluated.

C. Experience - The Government will evaluate the offeror's and (if applicable) its principal subcontractors' and critical team members' demonstrated relevant experience on the basis of its breadth and depth of the work required to meet program objectives. Particular emphasis will be placed on the offeror's experience in 1) coordinating with Government program and contracting teams, 2) managing subcontractors and 3) performing supply and –onsite depot support for T-39, T-2, UH-3H type or similar type aircraft.

D. Price – Each offeror's price proposal will be evaluated to determine if it is complete, consistent, and reasonable with the offeror's technical approach and reflects a clear understanding of the solicitation requirements. Inconsistencies between the Technical and Price proposals may be assessed as proposal risk under the Technical evaluation. As part of this evaluation, the Government may consider DCAA audit information and other information the Government deems relevant. For evaluation purposes only, the Total Price to the Government will be considered the Total Evaluated Price for the Base Year and 4 Option Years. The Total Evaluated Price is defined as the sum of all Fixed Price CLINs (including the corresponding Option CLINs). The Total Price for each CLIN is equal to the proposed unit price or rate multiplied by the Section B Estimated Quantity for that CLIN. In addition,



adjustments will be made for evaluation purposes to include all Government costs required to accomplish the Offeror's proposed approach with the exception of those costs to the Government that are equal across all Offerors.

(End of provision )